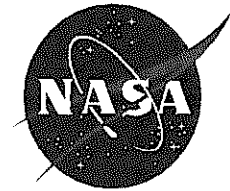


National Aeronautics and
Space Administration

Lyndon B. Johnson Space Center
2101 NASA Parkway
Houston, Texas 77058-3696



JAN 08 2014

Reply to Attn of: BJ5-14-001

TO: Prospective Offerors

FROM: BJ5/Contracting Officer

SUBJECT: Request for Proposal (RFP) – NNJ13473781R, Grounds Maintenance and Pest-Control Services (GMAPS).

The National Aeronautics and Space Administration (NASA) and the Lyndon B. Johnson Space Center (JSC) would like to thank you for your interest in the GMAPS procurement.

NASA/JSC, is soliciting proposals for the GMAPS Contract. This effort will consist of maintenance and care of; lawns, trees, landscaped areas, ponds, turf irrigation systems, pest control, and other miscellaneous grounds support services.

Offerors are advised to read all requirements contained within the enclosed RFP and respond only to requirements contained therein. This solicitation is being competed amongst 8(a) firms. JSC intends to pursue a Section 8(a) set-aside contract in accordance with Federal Acquisition Regulation (FAR) 19.8, Contracting with the Small Business Administration (The 8(a) Program). The NAICS Code and Size Standard are 561730 and \$7 million, respectively. This effort was previously procured under the current contract, NNJ12JE64C, JSC Grounds Maintenance Services Contract.

The following information should be considered when preparing proposals:

Contract Structure

This acquisition will utilize, lowest priced technically acceptable procedures resulting in the award of a firm fixed-price contract with an Indefinite Delivery/Indefinite Quantity feature for additional requirements within the general scope of the Statement of Work. The contract will be written for a 16-month base, three 12-month options, and one 8-month option, for a total of 5 years.

The anticipated period of performance is June 1, 2014, through May 31, 2019. This period of performance does not include a 1-month phase-in period which would begin May 1, 2014.

Grounds Maintenance and Pest Control Services

This solicitation package consists of the following:

- Section 1 Form SF 1449 (Solicitation, Offer, and Award) and Table of Contents
- Section 2 Addendum to 52.212-4, Contract Terms and Conditions – Commercial Items
- Section 3 Contract Terms and Conditions
- Section 4 Contract Documents, Exhibits or Attachments
- Section 5 Addendum to 52.212-1, Instructions to Offerors – Commercial Items
- Section 6 Evaluation Factors for Award
- Section 7 Representations, Certifications and Other Statements

Upon selection of a successful Offeror, Sections 1 through 4 will comprise the official contract.

Proposal Submission

The time for receipt of all proposals can be found in Section 5.06. (NOTE: After 2:30 PM local time, JSC Security cannot screen incoming packages until the following business day. Please plan accordingly in order to ensure your proposal is received in a timely manner).

Proposals shall be submitted in accordance with the instructions provided in Section 5.

Proposals submitted in response to this solicitation shall include the Offeror's name and complete address, including street, city, county, state, and zip code. In addition, include a telephone number and email address where the person responsible for the proposal can be contacted.

Proposals that arrive after the prescribed time for receipt of proposals will be considered late and treated in accordance with FAR 52.212-1, "Instructions to Offerors – Commercial Items".

Communications/Questions Related to this RFP

Effective immediately, all Offerors are requested to direct any future communications regarding this procurement in writing to the Contracting Officer (CO) via the Anonymous Questions to the CO link on the GMAPS website: <http://procurement.jsc.nasa.gov/gmaps/>. This will remain the official point of contact until the completion of the acquisition process.

Offerors shall submit all questions/comments no later 1/22/14 in accordance with RFP clause 5.14.

The CO will issue written answers to the questions received by this date. Questions received after this date may be considered, but may not be answered.

Amendments to the RFP

Amendments may be posted to the RFP. It is the responsibility of each potential Offeror to monitor the GMAPS website, <http://procurement.jsc.nasa.gov/gmaps/>, for updates and postings.

Details of the Pre-proposal Conference:

Location: Gilruth Center's Alamo Ballroom
2101 NASA Parkway
Houston, TX 77058

Date: January 14, 2014

Time: 9:00 AM – 1:00 PM

Your attention to this matter is greatly appreciated, and if you have any questions please contact both of the following: Homero Rangel at 281-244-6962 or homero.rangel-1@nasa.gov and myself at 281-244-9407 or jason.c.phillips@nasa.gov.

Sincerely,



Jason C. Phillips
Contracting Officer